

# STATE OF CONNECTICUT

OFFICE OF POLICY AND MANAGEMENT 13 JAN 10 PM 2:41

Office of Labor Relations

OFFICE OF THE HOUSE CLERK  
NICK C. VARUNES, CLERK

January 10, 2013

Mr. Martin J. Dunleavy  
Clerk of the House  
State Capitol  
Hartford, CT 06106

SUBJ: **MEMORANDUM OF UNDERSTANDING** between the State of Connecticut and the Administrative & Residual Employees Union (A&R). **Cost Estimate of Memorandum of Understanding.**

Dear Mr. Dunleavy:

In accordance with Section 5-278(b) of the Connecticut General Statutes, the Office of Labor Relations hereby files with the Clerks of the House of Representatives and of the Senate, a Stipulated Agreement between the State of Connecticut and the Administrative & Residual Employees Union on behalf of their P-5 Bargaining Unit members. Also, enclosed is the Office of Policy and Management's statement of the estimated costs necessary to implement the agreement.

Approval by the General Assembly is requested.

Very truly yours,

*Linda J. Yelmini*  
Linda J. Yelmini  
Director of Labor Relations

Benjamin Barnes, Secretary, OPM  
Paul Potamianos, Budget, OPM  
Greg Messner, Budget, OPM  
Scott McWilliams, Budget, OPM  
Kevin Lembo, Comptrollers' Office  
Office of Fiscal Analysis  
Laila Mandour, A&R

# MEMORANDUM OF UNDERSTANDING

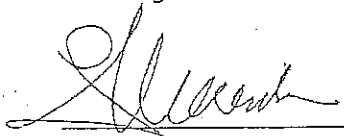
Between

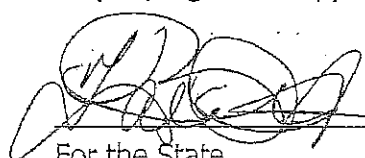
THE STATE OF CONNECTICUT

And

THE ADMINISTRATIVE AND RESIDUAL EMPLOYEES UNION

1. Article 31 Section six of the A&R Contract provides for an annual allocation of one hundred twenty thousand dollars (\$120,000.00) to the Professional Development and Conference Fund. Article 24 Section six of the A&R Contract provides for an annual allocation of two hundred thousand dollars (\$200,000.00) for tuition reimbursement. Over the years, there have been unreimbursed tuition reimbursement claims, and unexpended funds in the Professional Development fund. In order to address the problem with unreimbursed claims, the State and the Union Agree as follows:
2. By September 1st of each contract year, the Union shall advise the Office of Labor Relations that it would like to transfer uncommitted balances, or any portion thereof, existing in the P-5 Professional Development and Conference Fund to the P-5 Tuition Reimbursement Fund and use it to offset shortfalls in tuition reimbursements. The parties shall notify the Office of the State Comptroller that they reached mutual agreement on the amount that shall be transferred from the Professional Development and Conference Fund to the Tuition Reimbursement Fund.
3. Once the Professional Development and Conference Fund balance or any portion thereof, has been transferred to the Tuition Reimbursement Fund, those funds may be used to reimburse tuition reimbursement applications, in the order in which they were received by the Office of the State Comptroller and as prescribed by the Collective Bargaining Agreement except as otherwise modified herein.
4. Effective upon legislative approval of this Agreement and commencing with applications for the Spring 2013 semester the language on the limit on individual employee tuition reimbursement in the contract or tuition reimbursement guidelines shall be changed to provide that, "Employees shall be eligible for tuition reimbursement for a maximum of three (3) courses or twelve (12) credits or the equivalent per year."
5. This agreement shall be subject to, and effective upon, legislative approval.

  
For the Union                      1-7-13  
Date

  
For the State                      1-7-13  
Date

OFFICE OF POLICY AND MANAGEMENT  
Cost Estimate of Memorandum of Understanding  
Dated January 7, 2013

Bargaining Unit: Administrative and Residual Employees Union P-5  
Period of Contract: July 1, 2011 through June 30, 2016

Effective upon legislative approval and commencing with applications for tuition reimbursement for the Spring 2013 semester, this agreement allows for the transfer of uncommitted balances in the P-5 Professional Development and Conference Fund to the P-5 Tuition Reimbursement Fund with the mutual agreement of both the Union and the Office of Policy and Management's Office of Labor Relations. This agreement will not increase the total amount of money required to be allocated for the purposes of professional development and tuition reimbursement for members of the Administrative and Residual Bargaining Unit. Further, funds set aside for professional development and tuition reimbursement are non-lapsing and available only for the purposes mutually agreed to by the Union and by the State. As a result, approval of this agreement is not anticipated to result in any fiscal impact to the State.